



ROBERT BENTLEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
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JIM REDDOCH, J.D.
COMMISSIONER

**RE-ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT POSITION
EQUAL OPPORTUNITY EMPLOYER**

JOB TITLE:	Registered Nurse III (MHSA Division Certification Nurse)	NUMBER:	14-04
JOB CODE:	N4500	DATE:	June 13, 2014
SALARY RANGE:	78 (\$47,757.60- \$72,686.40)	PCQ#:	8813268
JOB LOCATION:	Department of Mental Health RSA Union Building 100 North Union Street Montgomery, AL 36130-1410		

QUALIFICATIONS: Graduation from an accredited school of nursing and four years' experience as a Registered Nurse, including two years' experience in a supervisory capacity, **Or**, Bachelor's Degree in nursing and three years' experience as a Registered Nurse, including two years' experience in a supervisory capacity; **Or**, Master's Degree in nursing, including one year experience in a supervisory capacity. **Preference will be given to candidates with two or more years' experience in Mental Illness and/or Substance Abuse.**

NECESSARY SPECIAL QUALIFICATIONS: Possession of license to practice nursing as issued by the Alabama Board of Nursing. **Ability to travel extensively for day trips and occasionally for overnight trips (up to 70 percent).**

KIND OF WORK: This is highly responsible, professional and administrative work within the Certification Office of the Mental Health and Substances Abuse Services (MHSA) Division. This position functions as a team leader and will be responsible for managing the survey/review process during site visits and includes supervising the team when on-site, making decisions concerning discrepancies/deficiencies, and providing technical assistance. The person in this position must be able to accurately articulate findings during exit interviews and complete site reports. Additionally, this position will review and ensure opiate maintenance programs are in compliance with the Alabama Board of Nursing Code 610-X-7 and the Alabama Administrative Code that governs ADMH code 580, HIPPA regulations, CFR 42, Part 2; as well as interpret and apply the Community Program Administrative Code for both administrative services and clinical programs provided by community mental health centers and other community-based MH/SA service providers. Furthermore, this position will provide technical assistance designed to assist providers in complying with the Administrative Code, Alabama Board of Nursing Code 610-X-7, and collaborate with other units within the Department.

This position will work with the ADMH Nurse Delegation Program (NDP) to ensure providers and staff are fully informed of the requirements relative to NDP.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of community mental health services. Knowledge of the appropriate continuum of care for persons with serious mental illness. Knowledge of substance use disorders, evidence-based drug-free and medication-assisted treatment strategies and therapeutic techniques used in the treatment of individuals diagnosed with substance use disorders. Knowledge of treatment program design, including treatment modalities and methodologies, along with evaluation and monitoring strategies and methodologies. Knowledge of the principles and practices of clinical documentation, of federal and state laws, rules, regulations and procedures pertaining to MH and SA treatment services, including confidentiality, privacy, and other client rights issues. Knowledge of the Alabama Board of Nursing Code 610-X-7 and Alabama Nurse Delegation Program. Knowledge and experience with Medicaid, Medicare, and/or The Joint Commission rules applicable to community mental health services. Knowledge of network services and organizations for treatment of individuals with substance use disorders in Alabama. Knowledge of certification, licensing, and accreditation standards and their application to substance abuse treatment services. Ability to function as a team member with professionals within and outside ADMH. Excellent oral and written communication skills are required. Must possess proficiency with personal computers, including MS Office software and the internet. Knowledge and experience in preparing reports, collection and dissemination of statistical information, and management of complex projects are required. Ability to make decisions as needed, evaluate effectiveness of treatment/training programs and establish priorities. Ability to combine information from multiple sources to produce new ideas and/or solutions.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their education, training, and experience and should provide adequate work history identifying experiences related to duties and minimum qualifications as mentioned above. All relevant information is subject to verification. Drug screenings and security clearance will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with clients.

HOW TO APPLY: Use an official application for Professional Employment (Exempt Classification) which may be obtained from this office, other Department of Mental Health Facility Personnel Offices, or visit our website at www.mh.alabama.gov. **Only work experience detailed on the application will be considered.** Additional sheets, if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application. Applications should be returned to Human Resource Management, Department of Mental Health, P.O. Box 301410, Montgomery, Alabama 36130-1410 or RSA Union Building, 100 North Union Street, Montgomery, Alabama 36104. Copies of License/Certifications should be forwarded with your application. An official copy of academic transcripts is required and must be forwarded by the school, college, or university to the personnel office at the above address.

DEADLINE: July 25, 2014